



**STATEMENT OF PROCEEDINGS FOR THE REGULAR
MEETING OF THE LOS ANGELES COUNTY
INFORMATION SYSTEMS COMMISSION**

**L.A. WORLD TRADE CENTER
CHIEF INFORMATION OFFICE
GRAND CONFERENCE ROOM
350 SOUTH FIGUEROA STREET, SUITE 188 - 1ST FLOOR
LOS ANGELES, CALIFORNIA 90071**

Monday, February 2, 2015

3:30 PM

AUDIO FOR ENTIRE MEETING. (15-0760)

Attachments: [AUDIO](#)

Call to Order. (14-5674)

The meeting was called to order at 3:35 p.m. by Chair Jonathan Fuhrman.

Present: Chair Jonathan Fuhrman, Vice Chair Alfred Samulon and
 Commissioner Tom Ross

Absent: Commissioner William Chen and Commissioner Henry Huang

I. ADMINISTRATIVE MATTERS

1. Elections of Officers. (15-0436)

On motion of Commissioner Alfred Samulon, seconded by Commissioner Tom Ross, there being no objection, the Commission approved Chair Jonathan Fuhrman to remain Chair of the Information Systems Commission.

After discussion, on motion of Commissioner Tom Ross, seconded by Chair Jonathan Fuhrman, there being no objection, the Commission approved Commissioner Alfred Samulon to be Vice Chair of the Information Systems Commission.

2. Approval of the Minutes of May 5, 2014. (14-3910)

On motion of Commissioner Samulon, seconded by Commissioner Ross, there being no objection, the item was approved.

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3. Received and file the Summary of Notes for September 8 and November 3, 2014. (Continued from the meeting of 11-3-14). (14-4824)

By Common Consent, there being no objection, the item was received and filed.

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II. REPORTS

4. Chairperson's Report for the month of February 2015. (15-0351)

Chair Fuhrman reported that he spoke with newly elected Supervisor Sheila Kuehl about the Commission.

After discussion, there being no objection, the report was received.

5. Chief Information Officer's Report for the meeting of February 2015. (15-0352)

Richard Sanchez submitted his report on the Chief Information Offices' initiatives and projects underway within Los Angeles County. The four highlighted initiatives included a summary of: managed services, the implementation of Office 365, server virtualization and workstation encryption.

In response to Commissioner Ross' comment regarding desktop utilization, Mr. Sanchez stated the initial infrastructure was difficult, however, as the virus software become centralized, the processes have become smoother. He added that this may be an area that the Board of Supervisors may want to look more into further for implementation. Robert Pittman added the replacement of the XP operating system does not include imbedded encryptions.

After discussion, there being no objection, the report was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

6. Staff Report for the month of February 2015. (15-0349)

There was no staff report.

7. Information Security Update Report by Robert Pittman, Chief Information Security Officer of the Chief Information Office. (15-0353)

Robert Pittman reported on security measures for 2015. He noted all 13 Information Technology (IT) policies have been approved by the Board of Supervisors. He added the Internet Use Policy on the business side has been amended to reflect the zero tolerance on the misuse of the internet. Language regarding personal use has been removed based on criteria from all the policies per Board Order.

Departments are in the process of completing workstation encryptions. There were four quick start trainings put in place for technicians to disseminate what the minimum baseline would be for key management. Of the 75,000 workstations for encryptions, one Department is complete with two other Departments scheduled for completion by the end of February 2015. The conservative time of full implementation will be July 2015.

The theme for 2015 is RICC (Risk, Intelligence, Communication and Compliance). Mr. Pittman discussed the following:

- **Risk - CIO will look at the management program will look at the asset and will take an inventory of all devices that have been problematic;**
- **Intelligence - CIO will review cyber intelligence gathered within internal and external direct responses;**
- **Communication - CIO will look act cyber security activities; and**
- **Compliance - CIO will provide Departments the visibility for compliance.**

Mr. Pittman elaborated on Intelligence of RICC and the TIC-TOC (Threat Intelligence Center - Threat Operations Center) internally, will involve all the Federal Intelligence agencies that work events worldwide. He added that regionally, TIC-TOC will be a cyber watch that will provide each Department a portal they can receive a direct response.

Joe Safier, a member of the public addressed the Commission regarding Ransom Ware. Although there is no complete protection against Ransom Ware, Mr. Pittman stated the focus is on the employee and the security awareness bulletin.

Jeff Zito, Assistant Chief Information Security Officer of the CIO, spoke briefly about Windows server upgrades. He stated CIO is prioritizing its risk assessment and are surveying 340 enterprises in County Departments utilizing Windows 2000 servers whose support expired in July 2010 to evaluate the type of data stored and its location. A similar survey is being conducted for Window 2003 servers whose support will expire July 2015. The Commission discussion ensued on a letter, a technology notice, to Department CIOs citing the necessity to prevent the continual use of out-of-support operation systems and the importance of maintaining currency. Commissioner Ross suggested mitigating contracts to include a request to vendors to ensure the server is up-to-date prior to the expiration of the contract.

After discussion, by Common Consent, there being no objection, the verbal report was received.

- 8. Receive and file the Technology Management Framework's Quarterly Report on major information technology projects. (15-0354)**

This item was taken off calendar without discussion.

III. PRESENTATION

- 9. Update Report by Kevin Lynch, Chief Information Officer for the Department of Health Services' new electronic health record system called ORCHID (Online Real-Time Health Information Database) (Continued from the meeting of May 5, 2014). (14-1876)**

Kevin Lynch presented a PowerPoint presentation with updates on the development of ORCHID.

He also provided an overview of he ORCHID timeline and noted the launch of Harbor-UCLA in November of 2014 followed by Humphrey CHC and Dollarhide HC was well received. He also added the timeline is on track to have High Desert, Rancho Los Amigos, Olive View ready as scheduled.

At the start of ORCHID, there were 284 different applications. Once ORCHID is in full operation, there will be an obvious indication that there is a continuum of care within the County umbrella. Patient information will follow them throughout the County system. He discussed the difficulties and outcomes in keeping the information inputted/structure/equipment standardized within the infrastructure to provide better support. The data repository will be implemented once ORCHID is fully operable.

Mr. Lynch responded to questions by Commissioners and will provide additional reports as ORCHID develops.

- 10.** Presentation by Dean Logan, Registrar-Recorder County Clerk, on ballot security in the automated voting system as requested by Chair Fuhrman at the meeting of November 3, 2014 (Continued from the meeting of 1/7/13). (13-0233)

Debbie Martin and Jeramy Gray from the Office of the Registrar-Recorder/County Clerk addressed the Commission on the Voting Systems Assessment Project (VSAP), measure towards ballot security and the automation to count votes.

Ms. Martin noted the system has two State of California certified components to tally votes. The first component is InkaVote Plus System that is done within each polling place. This component checks for “over votes” and “no selection”. It goes through 36 readers that read 600 ballots a minute. The second component is a 1% manual random tally per precinct to test the machine count. Both components also tests for logic and accuracy. Once this is completed it is reported to the Secretary of State. If there is a request for a recount, the candidate would have to pay for the recount. In most cases, the recount request is cancelled due to cost. There is a manual accountability count for ballots by the names signed in to vote against the number of ballot and votes. New legislation allows the mail to be received three days following an election. Voters that have mailed their vote can check to see if their vote has been received through the website of the Registrar-Recorder/County Clerk. Within Los Angeles County, there are several voting options: Vote by Mail, early voting (Absentee Voting), and Vote at the Polls. The Department is looking to find different methods to attract volunteers for polling places.

Jeramy Gray reported on the voting phases of the project which highlights the whole voting experience. The Department continues to engage public officials, local voters, the Board of Supervisors and various Departments including the Chief Information Office that will enrich the project.

The Project is currently in its Fourth stage. The stage overlooks engineering, software design, and security design. As the strategy matures, the Department hopes to be more productive on how the system can be used. The Department is working on a timeline that will

included an Request For Proposal to manufacture new ballot marking devices.

Joe Safier, a member of the public addressed the Commission.

After discussion, by Common Consent, there bring no objection, the report was received and filed..

Attachments: [SUPPORTING DOCUMENT](#)

IV. MISCELLANEOUS

Matters Not Posted

11. Matters not on the posted agenda, to be discussed and (if requested) referred to staff or placed on the agenda for action at a future meeting, or matters requiring immediate action because of an emergency situation or where the need to take action came to the attention of the Commission subsequent to the posting of the agenda. (14-4172)

No matters were posted.

Public Comment

12. Opportunity for members of the public to address the Commission on items of interest that are within the jurisdiction of the Commission. (15-0348)

No members of the public addressed the Commission.

Adjournment

13. Adjournment for the meeting of February 2, 2015. (12-1538)

The meeting adjourned at 5:55 p.m.